

St. Vincent Pallotti College, Raipur

2022-23

IQAC MEETING - 4

Date : 09/12/2022

Venue : AV Room

Time : 1:30 P.M.

Agenda:

1. Settling and sending account of NAAC sponsored National Seminar.
2. AQAR data collection and data filling.
3. Institutional Scholarship Distribution program planning.
4. Parent-Teacher Meeting Report.
5. Execution of Certificate programs.
6. Semester exam in-charges and arrangements.

MINUTES OF THE MEETING

- IQAC Coordinator greeted all of the attendees to the meeting and provided an overview of the agenda.
- The last IQAC meeting's minutes were read and approved.
- The director and Principal congratulated all the members for the successful completion of NAAC sponsored National Seminar. IQAC Coordinator informed that the accounts of the seminar have been prepared and are submitted to the NAAC office.
- IQAC Coordinator informed about the filling of AQAR for the session 2021-22. Discussion took place on collection of data for the various criteria from all the departments. It was decided that AQAR will be submitted before 28th Feb, 2023.
- Principal Dr. Kuldeep Dubey, informed that like every year, this year also Scholarships will be distributed amongst the deserving students. Vice Principal will look into the matter and the ceremony will be scheduled in the month of January.

- All the Heads of the Department have presented the report on the Parent Teacher Meetings of their respective departments.
- IQAC Coordinator discussed about the various Certificate programs offered by different departments. It was informed that proper documentation is necessary of each program.
- Principal Sir informed about the upcoming University Semester Examination. He informed about the infrastructural arrangements and Exam in-charges.
- It is decided that teaching-learning in the courses of the annual programs should be completed by the end of January month..

IQAC coordinator extended thanks to all the members and concluded the meeting.

Members Present:

Chairperson – Dr. Kuldeep Dubey (Principal)

Members -

1. Fr. Amit Tirkey (Director)
2. Dr. G. Padma Gouri (Vice Principal)
3. Mr. Vaibhav Shrivastava (HOD, Department of Commerce)
4. Mrs. Gayatri Iyengar (HOD, Department of Education)
5. Dr. Prachi Singh (HOD, Department of Management)
6. Mrs. Yashaswee Lonkar (Asst. Professor, Department of Education)
7. Dr. Sunita Pawar (Librarian)
8. Mr. Tiharulal Dadsena (Administrative staff)

IQAC Coordinator – Mrs. Pooja Rathi, HOD, Department of Computer Science